



Notice of Regular Meeting
Oceano Community Services District - Board of Directors Agenda
WEDNESDAY, September 26, 2018 – 5:30 P.M.
Oceano Community Services District Board Room
1655 Front Street, Oceano, CA

All items on the agenda including information items, may be deliberated. Any member of the public with an interest in one of these items should review the background material and request information on the possible action that could be taken.

All persons desiring to speak during any Public Comment period are asked to fill out a "Board Appearance Form" to submit to the General Manager prior to the start of the meeting. Each individual speaker is limited to a presentation time of THREE (3) minutes per item. Persons wishing to speak on more than one item shall limit his/her remarks to a total of SIX (6) minutes. This time may be allocated between items in one-minute increments up to three minutes. Time limits may not be yielded to or shared with other speakers.

1. CALL TO ORDER:
2. ROLL CALL:
3. FLAG SALUTE:
4. AGENDA REVIEW:
5. CLOSED SESSION:
 - A. Pursuant to Government Code section 54956.9(d)(4): Conference with District Counsel regarding anticipated litigation. Number of cases: one (1).

6. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA: **(NOT BEGINNING BEFORE 6:00 PM)**

This public comment period provides an opportunity for members of the public to address the Board on matters of interest within the jurisdiction of the District that are not listed on the agenda. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

7. SPECIAL PRESENTATIONS & REPORTS:

A. STAFF REPORTS:

- i. Operations - Field Supervisor Tony Marraccino
- ii. FCFA Operations - Chief Steve Lieberman
- iii. OCSD General Manager – Paavo Ogren
- iv. Sheriff's South Station - Commander Stuart MacDonald

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. Director - Vacant
- ii. Director Gibson
- iii. President White
- iv. Vice President Austin
- v. Director Repogle

C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

This public comment period provides an opportunity for members of the public to address the Board on matters discussed during Agenda Item #7 – Special Presentations and Reports. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

This agenda was prepared and posted pursuant to Government Code Section 54954.2. Agenda is posted at the Oceano Community Services District, 1655 Front Street, Oceano, CA. Agenda and reports can be accessed and downloaded from the Oceano Community Services District website at www.oceanocsd.org

ASSISTANCE FOR THE DISABLED If you are disabled in any way and need accommodation to participate in the Board meeting, please call the Clerk of the Board at (805) 481-6730 for assistance at least three (3) working days prior to the meeting so necessary arrangements can be made.

ASISTENCIA A DISCAPACITADO Si usted está incapacitado de ninguna manera y necesita alojamiento para participar en la reunión de la Junta, por favor llame a la Secretaría de la Junta al (805) 481-6730 para recibir asistencia por lo menos tres (3) días antes de la reunión para que los arreglos necesarios puedan ser hechos.

8. CONSENT AGENDA ITEMS:

Public comment Members of the public wishing to speak on consent agenda items may do so when recognized by the Presiding Officer. To facilitate public comment we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- A. Review and Approval of Minutes for September 12, 2018
- B. Review and Approval of Cash Disbursements
- C. Review and Approve the Write-Off of Utility Bills and Notice in The Tribune the Customer Credits over 3 years old

9. BUSINESS ITEMS:

Public comment Members of the public wishing to speak on public hearing items may do so when recognized by the Presiding Officer. To facilitate public comment we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- A. Appointment to fill the vacancy on the Board of Directors
- B. Discussion on the Lease with Lucia Mar Unified School District for the Oceano Community Center and Board Direction as Deemed Appropriate
- C. Introduction of the District's draft Standard Construction Contract and the draft General Conditions for Board discussion and approval at a subsequent meeting - informal bids
- D. Update on the Five Cities Fire Authority Joint Powers of Authority Agreement and the County/Cal Fire Strategic Plan efforts and provide Board Direction as Deemed Appropriate

10. HEARING ITEMS:

11. RECEIVED WRITTEN COMMUNICATIONS:

12. LATE RECEIVED WRITTEN COMMUNICATIONS:

FUTURE AGENDA ITEMS: District Policies Continued; update, Roles and Responsibilities with Related Agencies; Construction Documents, Five Cities Fire Authority, District Rules and Regulations, Seabreeze Mobile Home Park Continued, 2019 Goals and Priorities, Lucia Mar Lease Agreement, 13th St/ HWY One Drainage Project, Deferred Infrastructure Program, Lopez Lake LRRP & Contract Amendments, Central Coast Blue.

13. FUTURE HEARING ITEMS:

14. ADJOURNMENT:



Oceano Community Services District

Summary Minutes

Regular Meeting Wednesday, September 12, 2018 – 5:30 P.M.

Oceano Community Services District Board Room

1655 Front Street, Oceano, CA

1. **CALL TO ORDER:** at 6:00 p.m. by President White
2. **FLAG SALUTE:** led by President White
3. **ROLL CALL:** All Board members present. Also present, General Manager Paavo Ogren, Business and Accounting Manager Carey Casciola, and Board Secretary Celia Ruiz.
4. **AGENDA REVIEW:** Agenda approved as amended, with the removal of item 9a, a brief review of the General Managers meeting with the customer in hearing item 10, and the addition to 8b with a motion from Vice President Austin, a second by Director Replogle and a 4-0 roll call vote.
5. **CLOSED SESSION:** None
6. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA (NOT BEGINNING BEFORE 6:00 PM):**
Public comment was received by Rick London, and Brenda Lowe.
7. **SPECIAL PRESENTATIONS & REPORTS:**
 - a. **STAFF REPORTS:**
 - i. Operations - Field Supervisor Tony Marraccino – Field Supervisor Marraccino reported on 6 USA's, 4 after hour call out, 6 customer service calls, 7 work orders, Lopez currently at 45%, no SSO's in the month of Aug., daily rounds, samples, sewer jetting, door hangers, meter swaps, trash pickup, motor on lift station repaired will be connected Sep. 13th by electrician.
 - ii. FCFA - Chief Steve Lieberman – None
 - iii. OCSD General Manager – General Manager Ogren gave an update on The Place Art Gallery, code enforcement coordination with County, CUCAC Meeting Wed Sep. 19th, County and CalFire Meeting for Special Districts, Meeting with FCFA and City Managers, Meeting with Countywide Water Action Team, Open House is scheduled for Sat. November 17th.
 - iv. Sheriff's South Station – Commander Stuart MacDonald – None
 - b. **BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**
 - i. Director Vacant – None
 - ii. Director Gibson– reported on State Water Sub Contractors Committee
 - iii. President White – 9/11 memorial at FCFA in Arroyo Grande
 - iv. Vice President Austin – reported on SSLOCSD
 - v. Director Replogle – reported on WRAC
 - c. **PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**
No public comment.

8 CONSENT AGENDA:	ACTION:
<ol style="list-style-type: none"> a. Review and Approval of Minutes for July 25, August 8 and August 29, 2018 b. Review and Approval of Cash Disbursements c. Submittal of the District's Public Facilities Fees Annual Report 	<p>After an opportunity for public comment and brief Board discussion, staff recommendations were approved with the addition of \$534.36 to Item 8b to Rabobank increasing the total disbursements to \$ 131,585.68 with a motion from Vice President Austin, a second by Director Replogle and a 4-0 vote.</p> <p>No public comment.</p>

9A BUSINESS ITEM:	ACTION:
Consideration a recommendation authorizing the Board President to execute an agreement with One Cool Earth, a 501(c)(3) corporation, to provide \$9,980 in funding to support the Earth Genius educational program at Oceano Elementary School	Agenda Item withdrawn for consideration on future agenda item. No public comment.

9B BUSINESS ITEM:	ACTION:
Consideration of a Recommendation to approve a resolution replacing Resolution 2018-01 and authorizing the President and General Manager to approve electronic payments to the County of San Luis Obispo and reporting requirements to the Board of Directors	After an opportunity for public comment and brief Board discussion, staff recommendations were approved with a motion from Director Gibson, a second by President White and a 4-0 roll call vote. No public comment

9C BUSINESS ITEM:	ACTION:
Consideration of a Recommendation to Set September 26, 2018 as the date to make an appointment filling the existing Board vacancy	After an opportunity for public comment and brief Board discussion, staff recommendations were approved with a motion from Director Replogle, a second by Vice President Austin and a 4-0 vote. No public comment.

10. HEARING ITEMS:

Consideration of an Appeal on a Fee Determination for a New Commercial Structure at 1827 Front Street - Assessor's Parcel Number 062-083-018
Appeal resended. No action taken. A brief summary of the meeting with the General Manager.
No public comment.

11. RECEIVED WRITTEN COMMUNICATIONS: None

12. LATE RECEIVED WRITTEN COMMUNICATIONS: County Clerk's office regarding the election, A Public Notice of Intent to Adopt A Mitigated Negative Declaration from State Parks
No public comment.

13. FUTURE AGENDA ITEMS: District Policies Continued; Roles and Responsibilities with Related Agencies; Construction Documents, Five Cities Fire Authority, District Rules and Regulations, Seabreeze Mobile Home Park Continued, The Place Art Gallery, 2019 Goals and Priorities, reconstituting parks and recs, OCSD Community Center Contract, 13th St Drainage Project, Deferred Infrastructure Program, Lopez Lake LRRP & Contract Amendments, Central Coast Blue.

14. FUTURE HEARING ITEMS: None

15. ADJOURNMENT: at approximately 7:25 pm

Carey Casciola

From: General Manager <ocsdgm@oceanocsd.org>
Sent: Friday, September 21, 2018 10:17 AM
To: carey@oceanocsd.org
Subject: FW: Insufficient Nominees - Not Going to Election

From: Elaina Cano [mailto:ecano@co.slo.ca.us]
Sent: Tuesday, September 11, 2018 3:17 PM
To: VKraskey_slococoe.org; tfrederi@cuesta.edu; Marcia Betrue; janet.weldon_lmUSD.org; lcampbell@slcusd.org; jbrown@smjUSD.k12.ca.us; gcampos@pleasant-valley-school.org; avilacsd_gmail.com; cvcsd3094_gmail.com; hdodson@cambriacsd.org; gm@groundsquirlhollowcsd.org; contactus@heritageranchcsd.com; rosborne@lososocsd.org; MIglesias_ncsd.ca.gov; ocsdgm_oceanocsd.org; sansimeoncommunityservices_yahoo.com; ion_templetoncsd.org; cayucosfiredept_sbcglobal.net; rkoon_cayucosSD.org; AprilB@portsanluis.com; smv7800_hotmail.com; jjackson@sbceo.net; crahe@cuyamaunified.org; pelkins@smbSD.net; kbenson@shandonschools.org; districtoffice@smvwcd.org
Subject: Insufficient Nominees - Not Going to Election

Hello,

At the close of the nomination period for the November 6, 2018, General Election, it was determined that the number of candidates for a director for your District did not exceed the number of offices to be filled. Therefore an election will not be held for the office that is listed in the table below.

Pursuant to Elections Code Section 10515 (a)(3), if the number of persons who have filed a Declaration of Candidacy for director at large does not exceed the number of offices to be filled at that election, the Board of Supervisors shall appoint to the office the person(s) who has filed a Declaration of Candidacy to that office. This appointment will be made at a regular meeting of the Board of Supervisors on Tuesday, November 6, 2018.

Please feel free to contact me if you have questions concerning this matter.

Respectfully,

Elaina Cano

Assistant Clerk-Recorder

SCHOOL DISTRICT	CANDIDATE
SLO Co Bd of Ed TA 2	Paul Madonna
SLO Co Bd of Ed TA 4	Juan J. Olivaria

SLO Co Bd of Ed TA 5	George E. Galvan
SLO Co Community College Dist TA 3	Pat Mullen
SLO Co Community College Dist TA 4	Peter Sysak
Coast Unified	Del Clegg Jr. Lee McFarland
Lucia Mar USD TA2	Colleen Martin
San Luis Coastal USD TA1	Mark Buchman Ellen Sheffer
San Miguel JUSD	Shawn Angulo Jean Hoffmann Randy Kwiatkowski
Pleasant Valley Joint Union SD (4Yr Term)	Arron Borden Amy Bowen
CSD/SPECIAL DISTRICT	CANDIDATE
Avila Beach CSD (4 Yr Term)	Lynn Helenius Pete Kelley Ara Najarian
California Valley CSD	George Ayres Stephen McVicar
Cambria CSD (2 Yr Term)	David Pierson
Ground Squirrel Hollow CSD	Pam Fulmer Edmond Martinson
Heritage Ranch CSD (4 Yr Term)	Bill Barker Jr. Reginald Cousineau C. Martin Rowley
Los Osos CSD (2 Yr Term)	Chris Womack
Nipomo CSD	Ed Eby Dan Gaddis

	Dan Woodson
Oceano CSD (4 Yr Term)	Allene Villa Karen White
Oceano CSD (2 Yr Term)	Cynthia Replogle
San Simeon CSD (4 Yr Term)	Julia Greenan-Stanert John Russell
San Simeon CSD (2 Yr Term)	Gwen Kellas
Templeton CSD	Geoff English Wayne Petersen
Cayucos Fire Protection	Francie Farinet
Cayucos Sanitary	Dan Chivens Shirley Lyon
Port San Luis Harbor District	Drew Brandy Mary Matakovich
Santa Margarita Fire Protection Dist	Elizabeth Gorrill Joel Switzer
SANTA BARBARA DISTRICT	CANDIDATE
Santa Barbara Co Bd of Ed TA 7	Maggi Daane
Cuyama Joint USD	Whitney Goller Juan Gonzalez Heather Lomax
Santa Maria Bonita	Vedamarie R. Alvarez-Flores
Shandon JUSD TA 1	Marlene J. Thompson
Santa Maria Valley Water TA 3	Keith Hadick



ELAINA CANO | Assistant County Clerk-Recorder

County of San Luis Obispo Clerk-Recorder
 1055 Monterey Street, Suite D120 | San Luis Obispo, CA 93408
 Tel: (805) 781-5144 | Fax: (805) 781-1111 | Email: ecano@co.slo.ca.us

**PUBLIC NOTICE OF INTENT
TO ADOPT A MITIGATED NEGATIVE DECLARATION**

**California Department of Parks and Recreation
Off-Highway Motor Vehicle Recreation Division
Music Festival Special Events at Oceano Dunes**

Lead Agency: California Department of Parks and Recreation (CDPR), Off-Highway Motor Vehicle Recreation (OHMVR) Division

Project Description: The OHMVR Division is evaluating the potential environmental effects of issuing special event permits for music festivals to be held between the months of October through February within the Oceano Dunes District. The events would take place within Pismo State Beach and Oceano Dunes State Vehicular Recreation Area (SVRA; collectively called Oceano Dunes). Each music festival would take place within the designated music festival event area, which comprises approximately 15 acres and is located between Marker Posts 3.5 and 4.5. This year, approximately 12 acres would comprise the fenced music festival, including the camping area, and an additional 3 acres would comprise the beach parking area. Other events may have a slightly different apportionment of space within the event area, but it is assumed the majority of the festival event area would be designated for the event itself with some acreage reserved for parking, camping, or similar uses. The Oceano Dunes District does not expect to issue permits for more than two such events each year.

Music festivals would last for up to one week, from setup to complete site clearance. The music event itself, i.e., including ticket holder arrival, music and other activities, and ticket holder departure, would last for up to four days and three nights. Music festivals may run all night. This year, the event is planned for 10:00AM Thursday, October 11, 2018 to 6PM Sunday, October 14, 2018. Dates and times of future festivals would vary but would not exceed seven days, as noted above.

Project Location: Pismo State Beach and Oceano Dunes SVRA, near Oceano, CA

Review Period: The public comment period begins on September 5, 2018, and ends on October 5, 2018, at 5 p.m. No public meeting will be held.

Document Availability: The Initial Study/Mitigated Negative Declaration (IS/MND) is available at the following location during normal working hours:

ODSVRA
340 James Way, Ste. 270
Pismo Beach, CA 93449
(805) 773-7170
Contact – Dena Bellman

CDPR, OHMVR Division
1725 23rd Street, Suite 200
Sacramento, CA 95816
(916) 445-9152
Contact – Ryan Miller

The IS/MND can also be viewed and downloaded from ohv.parks.ca.gov, click on the CEQA / EIR Notices link.

How to Comment: Written comments must be **received** by CDPR no later than 5 p.m. on October 5, 2018. Written comments on the IS/ND may be provided by email to Dena.Bellman@parks.ca.gov or be sent via fax or U.S. mail to the following address/fax number:

Attn: Dena Bellman
Oceano Dunes District Office
340 James Way, Ste. 270
Pismo Beach, CA 93449
(805) 773-7176 fax



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: September 26, 2018

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: Agenda Item #8B: Recommendation to Approve Cash Disbursements

Recommendation

It is recommended that your Board approve the attached cash disbursements.

Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence	Amounts
	57226 - 57251	
Disbursements Requiring Board Approval prior to Payment:		
Regular Payable Register – paid 09/26/2018	57233 - 57250	\$46,601.85
Digital West Phone System 50% Deposit – pending 9/26/2018*	57251	\$2,684.75
Subtotal:		\$49,286.60
Reoccurring Payments for Board Review (authorized by Resolution 2016-07):		
Payroll Disbursements – PPE 09/15/2018	N/A	\$29,360.04
Payroll Disbursements – Retro Pay 09/07/2018		\$2,535.76
Reoccurring Utility Disbursements – paid 09/12/2018	57226 - 57230	\$2,132.66
Reoccurring Health/Benefits – paid 09/12/2018	57231 - 57232	\$239.30
Subtotal:		\$34,267.76
Grand Total:		\$83,554.36

*Check 57251 for \$2,684.75 is a 50% deposit for the new phone system. The total costs for the purchase is within the General Manager's purchase authority. This purchase order will be covered by the District's costs savings from the election expenditure in the General Fund. The lowest bid came in for a total of \$5,369.48 and the highest bid came in at \$12,007.73.

Other Agency Involvement: n/a

Other Financial Considerations: Amounts are within the authorized Fund level budgets.

Results

The Board's review of cash disbursements is an integral component of the District's system of internal controls and promotes a well governed community.

9/21/2018 2:11 PM
 COMPANY: 99 - POOLED CASH FUND
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK RECONCILIATION REGISTER

PAGE: 1
 CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 057233 THRU 057250

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	9/21/2018	CHECK	057233	CANNON	15,638.60CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057234	AUTOSYS, INC.	1,080.00CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057235	PERRY'S ELECTRIC MOTORS & CONT	1,813.60CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057236	MARK SCHWIND ELECTRIC INC.	220.00CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057237	FASTENAL COMPANY	63.85CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057238	ADAMSKI MOROSKI MADDEN CUMBERL	14,473.00CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057239	BURDINE PRINTING & GRAPHICS	1,134.12CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057240	ARAMARK	187.16CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057241	AUSTIN, LINDA	1,200.00CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057242	SHRED-IT USA JV LLC	200.91CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057243	BC PUMP SALES & SERVICE, INC.	682.53CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057244	CLINICAL LAB OF SAN BERNARDINO	520.00CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057245	J.B. DEWAR, INC.	352.80CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057246	GRAND AWARDS	31.25CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057247	MINER'S ACE HARDWARE, INC.	10.76CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057248	SLO AIR POLLUTION CONTROL DIST	500.00CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057249	WALLACE GROUP A CALIFORNIA COR	2,433.77CR	OUTSTND	A	0/00/0000
1-1001-000	9/21/2018	CHECK	057250	AQUA-METRIC	6,059.50CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	46,601.85CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	9/21/2018	CHECK	057251	DIGITAL WEST NETWORKS, INC.	2,684.75CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	2,684.75CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	2,684.75CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

Payroll Summary Report
Board of Directors - Agenda Date September 26, 2018

	(*) 9/1/2018	Retro Pay (**)	9/15/2018
<u>Gross Wages</u>			
Regular	\$22,835.93	\$2,353.25	\$23,856.93
Overtime Wages	\$1,007.03	\$0.00	\$1,834.25
Stand By	\$700.00	\$0.00	\$700.00
	<u>\$24,542.96</u>	<u>\$2,353.25</u>	<u>\$26,391.18</u>
<u>Disbursements</u>			
Net Wages	\$19,670.53	\$2,227.08	\$19,532.78
State and Federal Agencies	\$3,519.64	\$87.78	\$5,313.33
CalPERS - Normal	\$4,463.93	\$220.90	\$4,513.93
Total Disbursements processed with Payroll	<u>\$27,654.10</u>	<u>\$2,535.76</u>	<u>\$29,360.04</u>
Health & Other (Disbursed with recurring bills)	\$3,761.26	\$30.62	\$3,919.30
Total District Payroll Related Costs	<u>\$31,415.36</u>	<u>\$2,566.38</u>	<u>\$33,279.34</u>

(*) Previously reported in prior Board Meeting packet - provided for comparison.
(**)Retro Pay - The MOU was approved at the 8/29/2018 meeting and was retroactively applied to the three previous payrolls.

COMPANY: 99 - POOLED CASH FUND
ACCOUNT: 1-1001-000 POOLED CASH OPERATING
TYPE: All
STATUS: All
FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 057226 THRU 057230

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	9/12/2018	CHECK	057226	ADVANTAGE ANSWERING PLUS, INC	222.39CR	OUTSTND	A	0/00/0000
1-1001-000	9/12/2018	CHECK	057227	AGP VIDEO INC.	1,245.00CR	OUTSTND	A	0/00/0000
1-1001-000	9/12/2018	CHECK	057228	DIGITAL WEST NETWORKS, INC.	481.40CR	OUTSTND	A	0/00/0000
1-1001-000	9/12/2018	CHECK	057229	SO CAL GAS	92.61CR	OUTSTND	A	0/00/0000
1-1001-000	9/12/2018	CHECK	057230	STANLEY CONVERGENT SECURITY SO	91.26CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	2,132.66CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	2,132.66CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

COMPANY: 99 - POOLED CASH FUND
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 057231 THRU 057232

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	9/12/2018	CHECK	057231	TASC -CLIENT INVOICES	54.67CR	OUTSTND	A	0/00/0000
1-1001-000	9/12/2018	CHECK	057232	SEIU LOCAL 620	184.63CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	239.30CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	239.30CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: September 26, 2018
To: Board of Directors
From: Carey Casciola, Business and Accounting Manager
Subject: **Agenda Item #8(C): Review and Approve the Write-Off of Utility Bills and Notice in The Tribune the Customer Credits over 3 years old**

Recommendation

It is recommended that your Board:

1. Review and approve the writing-off the unpaid service charges and ACH credits specified in Attachment "A."
2. Direct staff to publish a notice as required by Government Code Section 50050 and establish November 30, 2018 as the final date for an individual to claim money relating to customer credits, specified in Attachment "A," that are over 3 years old.

Discussion

Annually, your Board approves collection of delinquent utility bills on property tax bills in accordance with Government Code Section 61115(b). In addition, other accounts that are delinquent could not be placed on property tax bills because the property was sold and the current owners are not responsible for the prior owners' delinquent accounts. Formal approval by your Board is needed to write-off the uncollectible accounts.

The accounts listed in Attachment "A" substantially represent those delinquent accounts that could not be collected on property tax bills this year which total \$1,447.75. Historically, the District has not pursued collection of these delinquent accounts through a collection agency or other means since the annual amounts are relatively insignificant in comparison to annual revenues.

In contrast to other types of operations, the collectability of the District's utility bills are relatively certain since water service is terminated if bills are not paid in a timely manner. Board discussion of



utilizing a collection agency for the uncollectible accounts relating to prior owners can be considered although it has not been a past practice of the District.

Last year, staff brought the previous 5 years of unpaid service charges to your Board to catch up for the 2016-17 audit. The current year submittal of uncollectible accounts will bring the District's utility billing records up to date for the annual audit.

Lastly, Attachment "A" identifies "customer credits," which represent customers who have overpaid their utility bill and have then moved from the property. The District does not have the forwarding address for these customers and their credits remain with the District. Government Code Section 50050 – 50053 establishes requirements for unclaimed money held by a local agency. It states that the money is not the property of the local agency until it has been over 3 years and the local agency has posted a notice in the newspaper of general circulation once a week for the two successive weeks. If the money is not claimed after being noticed, the money becomes property of the District and is moved into revenues. Attachment "A" identifies the closed accounts with customer credits that are past 3 years old for a total of \$308, and which need to be claimed by November 30th. The district, upon board approval, is to notice in the Tribune for two consecutive weeks the accounts that are over 3 years old before claiming these credits as revenue.

Other Agency Involvement

n/a

Other Financial Considerations

n/a

Results

Writing off uncollectible customer accounts promotes transparency and helps to ensure that accounting adjustments for audit purposes coincides with Board consideration of delinquent accounts.

- Attachment "A" – List of Unpaid Customer Accounts
- Attachment "B" – Account Balance Report

Oceano Community Services District

Unpaid Service Charges

September 26, 2018

Unpaid Service Charges

FY 2017-18	\$ 1,447.75
Total	<u>\$ 1,447.75</u>
Current Items "In Collections" FY 2018-19	\$ 338.78
Customer Credits - Closed Accounts > 3 Years	
FY 2014-15	\$ (308.00)
	<u>\$ (308.00)</u>
Customer Credits - Closed Accounts < 3 Years	
FY 2015-16	\$ (383.28)
FY 2016-17	\$ (189.21)
FY 2017-18	\$ (243.48)
FY 2018-19	\$ (72.93)
	<u>\$ (888.90)</u>
Total - Tyler Account Balance Report	<u><u>\$ 589.63</u></u>

ACCOUNT	NAME / SERVICE ADDRESS	STATUS	BALANCE	REVENUE DISTRIBUTION
01-00464-05	TABATA, JOHN 671 LANCASTER	FINAL	0.49- 999-REF	0.49-
01-00837-05	ROCHA, JOE 2470 MONA LEI CT	FINAL	111.05 100-WATE 700-PENA	34.93 150-LOPE 3.50 200-SEWE 14.02 3.60 701-DHFE 25.00 705-RECF 30.00
01-02100-02	ANDAYA, BENI R 2204 WILMAR	FINAL	95.05 100-WATE	60.73 150-LOPE 9.96 200-SEWE 24.36
01-09043-01	WOMACK, DIXON & DENISE 1460 25TH ST	FINAL	5.05- 996-UAC	5.05-
01-09060-01	LAMMERS, SUZANNE L 2539 GWEN PLACE	FINAL	100.92 100-WATE	63.62 150-LOPE 22.68 200-SEWE 14.62
01-20550-02	BUDAR, LAWRENCE 1915 WILMAR	FINAL	10.21- 100-WATE 996-UAC	48.58 150-LOPE 9.72 200-SEWE 19.49 88.00-
=====				
**** BOOK # :0001	TOTAL ACCOUNT 6		291.27	100-WATER 207.86 150-LOPEZ 45.86 200-SEWER 72.49 700-PENALT 3.60 701-DHFEE 25.00 705-RECFEE 30.00 996-UAC 93.05- 999-REF 0.49-
=====				
02-03052-00	PEREZ, ARTURO 1640 21ST ST	FINAL	17.62 100-WATE	12.15 200-SEWE 4.87 400-CN 0.60
02-03236-04	SCHARLACH, RANDALL 2176-2196 WILMAR	FINAL	262.26 100-WATE	169.82 150-LOPE 53.46 200-SEWE 38.98
02-03256-00	MCLENNAN, BRUCE	FINAL	147.16- 996-UAC	147.16-

ACCOUNT	NAME / SERVICE ADDRESS	STATUS	BALANCE			REVENUE DISTRIBUTION				
02-03499-01	MAL-HUN LLC 1600 S ELM	FINAL	5.00-	999-REF	5.00-					
02-03527-00	DACEY, MICHAEL 2716 GRELL LANE	FINAL	175.44	100-WATE 700-PENA	103.78 10.00	150-LOPE	22.68	200-SEWE	38.98	
02-03808-01	ZATZICK, CHRISTOPHER 1714 TIERRA NUEVA	FINAL	4.14-	999-REF	4.14-					
02-04118-04	PLATT, ROBERT 1730 PASO ROBLES	FINAL	246.40	100-WATE 700-PENA 705-RECF	109.31 5.00 30.00	150-LOPE 701-DHFE	3.24 25.00	200-SEWE 702-RETC	43.85 30.00	
02-04124-03	SAULSBURY, HELEN 1681 OCEAN	FINAL	103.03	100-WATE 400-CN	58.38 2.28	150-LOPE 700-PENA	17.91 0.99	200-SEWE 701-DHFE	18.50 4.97	
02-04134-02	SAULSBURY, HELEN 1611 OCEAN	FINAL	56.10-	100-WATE 400-CN	112.30 2.77	150-LOPE 700-PENA	36.59 5.77	200-SEWE 996-UAC	22.50 236.03-	
=====										
*****	BOOK # :0002	TOTAL ACCOUNT	9	592.35	100-WATER 400-CN 702-RETCK 999-REF	565.74 5.65 30.00 9.14-	150-LOPEZ 700-PENALT 705-RECFEE	133.88 21.76 30.00	200-SEWER 701-DHFEE 996-UAC	167.68 29.97 383.19-
=====										
03-04469-02	OUTLAND, JAMES 2240 BEACH	FINAL	0.01-	996-UAC	0.01-					
03-04484-03	TUCKNESS, KIRK S	FINAL	172.85	100-WATE	78.91	150-LOPE	2.28	200-SEWE	31.66	

ACCOUNT	NAME / SERVICE ADDRESS	STATUS	BALANCE	REVENUE DISTRIBUTION						
	2191 CIENAGA			700-PENA	5.00	701-DHFE	25.00	705-RECF	30.00	
03-04673-00	PISMO COAST VILLAGE 22ND PISMO COAST HYDRANT	FINAL	30.00-	999-REF	30.00-					
03-04915-02	STRICKWERDA, DAN 1541 WILMAR	FINAL	72.93-	999-REF	72.93-					
03-05115-01	ENVERNIZZI, JACK/JOANNE 1315 AVENIDA PELICANOS	FINAL	248.76-	999-REF	248.76-					
03-05155-02	CASTANEDA, CARLOS A JR 1350 16TH ST	FINAL	168.98	100-WATE 400-CN	110.06 2.40	150-LOPE	37.03	200-SEWE	19.49	
03-05263-02	KIRK FAMILY CA LTD PTP 1472 17TH ST	FINAL	128.33	100-WATE 700-PENA	85.02 5.00	200-SEWE	34.11	400-CN	4.20	
=====										
****	BOOK # :0003	TOTAL ACCOUNT	7	118.46	100-WATER	273.99	150-LOPEZ	39.31	200-SEWER	85.26
					400-CN	6.60	700-PENALT	10.00	701-DHFEE	25.00
					705-RECFEE	30.00	996-UAC	0.01-	999-REF	351.69-
=====										
04-05831-01	MCCUTCHEON, DELMAR 1633 FRONT 11	FINAL	72.93	100-WATE	48.58	150-LOPE	4.86	200-SEWE	19.49	
04-05840-01	SANDERS /GIOTTA, & FISTOLER 1633 FRONT 2	FINAL	54.38	100-WATE	36.44	150-LOPE	3.32	200-SEWE	14.62	
04-06221-01	MENDONSA, JACK & PATRICIA 630 AIR PARK DR	FINAL	52.29	100-WATE	37.67	200-SEWE	14.62			

ACCOUNT	NAME / SERVICE ADDRESS	STATUS	BALANCE	REVENUE DISTRIBUTION					
04-06819-05	BROOKS, HERMINE 1256 STRAND WAY 4	FINAL	25.00	100-WATE 701-DHFE	12.37 6.38	200-SEWE	4.97	700-PENA	1.28
04-07046-00	MOROSIN, BRUCE 1730 LAGUNA	FINAL	50.10-	999-REF	50.10-				
04-55060-01	SOJOURN VENTURES 1102 PIKE LANE	FINAL	124.72-	996-UAC	124.72-				
04-55090-00	ROSS, MICHAEL HYDRANT FRONT 360 PIER	FINAL	382.79-	999-REF	382.79-				
04-55390-02	STURTEVANT, ROBERT 1085 ALICE LN	FINAL	59.44-	100-WATE	35.33-	150-LOPE	9.59-	200-SEWE	14.52-
=====									
**** BOOK # :0004	TOTAL ACCOUNT	8	412.45-	100-WATER	99.73	150-LOPEZ	1.41-	200-SEWER	39.18
				700-PENALT	1.28	701-DHFEE	6.38	996-UAC	124.72-
				999-REF	432.89-				
=====									

TOTALS BY ZONE

***** ZONE # :01	TOTAL ACCOUNTS: 30	589.63	100-WATER	1,147.32	150-LOPEZ	217.64	200-SEWER	364.61
			400-CN	12.25	700-PENALT	36.64	701-DHFEE	86.35
			702-RETCK	30.00	705-RECFEE	90.00	996-UAC	600.97-
			999-REF	794.21-				

TOTALS BY REVENUE CODE

100-WATER	1,147.32	150-LOPEZ RECLAMATI	217.64	200-SEWER	364.61
400-COURTESY NOTICE	12.25	700-PENALTY	36.64	701-DOOR HANGER FEE	86.35
702-RETURNED CHECK	30.00	705-RECONNECT FEE	90.00	996-Unapplied Credi	600.97CR
999-Refund	794.21CR				
TOTAL REVENUE CODES:	589.63				
TOTAL ACCOUNT BALANCE	589.63				
DIFFERENCE:	0.00				

TOTALS BY CUSTOMER CLASS

AG	ARROYO GRANDE	0.49CR
R	RESIDENTIAL	1,127.63
H	HYDRANT METER	412.79CR
C	COMMERCIAL	124.72CR
	CLASS TOTAL:	589.63

ERRORS: 000

SELECTION CRITERIA

REPORT SELECTIONS

ZONE: * - All
ACCOUNT STATUS: FINAL
CUSTOMER CLASS: ALL
COMMENT CODES: All

BALANCE SELECTION

SELECTION: ALL
RANGE: 000000.00 THRU 9999999.99
PAGES TO TEST: ALL
INCLUDE ZERO BALANCES: Do Not Include

DATE SELECTION

CUSTOMER DATES: NO
START DATE: 99/99/9999 THRU 99/99/9999
LAST BILL DATE: 99/99/9999 THRU 99/99/9999
FINAL DATE: 99/99/9999 THRU 99/99/9999

PRINT OPTION

TOTALS ONLY: NO
PRINT CONTRACTS: NO
COMMENT CODES: None
BALANCE TO PRINT: CURRENT
PRINT SEQUENCE: ACCOUNT NUMBER

*** END OF REPORT ***



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: September 26, 2018

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Via: Paavo Ogren, General Manager

Subject: **Agenda Item #9(A):** Appointment to fill the vacancy on the Board of Directors.

Recommendation

It is recommended that your Board make an appointment to fill the Board vacancy that resulted from the Board resignation that was effective August 29, 2018 for the remainder of the term through the November 2018 election.

Discussion

The recent resignation of Director Angello results in the need for your Board to consider filling the vacancy by appointment for the remainder of Director Angello's term. Director Angello's seat on the Board was set to expire in December since she was not seeking reelection. An appointment to fill the vacancy will therefore be for a limited duration of approximately two months. The outcome of the November election has, however, already been determined since the number of individuals seeking election to the Board equals the number of seats available.

The County Clerk's office has informed the District that in lieu of an election, the San Luis Obispo county Board of Supervisors will make the appointments on Election Day. Those appointments will include incumbent Karen White and new Board member Allene Villa. Director Replogle will also be reappointed for the remainder of the two year term that she is currently serving after the resignation of Director Brunet in June of 2018.

At this time, your Board may appoint Ms. Villa instead of waiting for December for Ms. Villa to take her seat on the Board. If appointed at this time, the Board of Supervisors will still make her appointment for a full four (4) year term beginning in December. Attached is Ms. Villa's email stating her interest in the seat. At this time, there are no other inquires. District staff will update this agenda item with the received inquires as they are received. The notice attached was posted 15 days prior on September 7th in accordance with Government Code Section 1780.



Other Agency Involvement

The San Luis Obispo County Clerk's office conducts elections for the District and will be processing the appointments for the Board of Supervisors agenda on Election Day.

Financial Considerations

n/a

Results

Appointing an individual to the vacant Board position will help ensure a quorum of the Board of Directors and promotes a well governed community.

Attachments:

- Posted Notice of Vacancies
- Correspondence from Allene Villa



September 7, 2018

**NOTICE OF VACANCY
on the
BOARD OF DIRECTORS
for the
OCEANO COMMUNITY SERVICES DISTRICT**

This notice is posted in accordance with California Government Code Sections 61042 and 1780.

The Oceano Community Services District Board of Directors (Governing Board) includes five elected officials who must reside in the community. The Governing Board currently has a vacancy. This notice is required to be posted for a minimum of 15 days before the Governing Board can make appointments to fill the vacancies.

The Term of Appointment:

The appointee for the vacancy will be appointed for a two (2) month term, through the General Election in November 2018.

Individuals who are interested in seeking an appointment to the Governing Board may wish to inform the District prior to September 26, 2018. **A Board of Directors meeting is scheduled to consider the appointment on September 26, 2018 at 5:30 p.m.** The meeting will be held at the Board Chambers at 1655 Front Street, Oceano California.

Please contact the District's General Manager at (805) 481-6730 with questions.

Carey Casciola

From: Paavo <paavo@oceanocsd.org>
Sent: Tuesday, September 18, 2018 11:23 AM
To: 'allene villa'
Cc: DirectorReplogle@oceanocsd.org; wright@charter.net; carey@oceanocsd.org
Subject: RE: OCSD board appointment

Thanks Allene.

-----Original Message-----

From: allene villa [mailto:allenevilla@yahoo.com]
Sent: Tuesday, September 18, 2018 11:09 AM
To: paavo@oceanocsd.org
Cc: DirectorReplogle@oceanocsd.org; wright@charter.net
Subject: OCSD board appointment

I will be attending the Sept. 26, 2018 and would be honored to be appointed to OCSD board at this meeting. Please let me know you received. Thanks,

Allene Villa
805.904.8259

Sent from my iPhone



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: September 26, 2018

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item #9(B):** Discussion on the Lease with Lucia Mar Unified School District for the Oceano Community Center and Board Direction as deemed appropriate.

Recommendation

It is recommended that your Board discuss the lease with Lucia Mar Unified School District for the Oceano Community Center and provide Board Direction as Deemed Appropriate.

Discussion

Director Replogle requested that the Board review the terms of the lease agreement with Lucia Mar Unified School District (LMUSD) for the Oceano Community Center, with specific emphasis on the District's ability to utilize the facilities.

In 2008, the District approved a Contract Assignment, Transfer, and Consent agreement with LMUSD, which is included in the agenda addendum due to its size. Prior to 2008, the District's original lease was executed in 2003 with Oceano Community Center Inc, a 501(c)(3) non-profit. That agreement also had subsequent amendments, which together with the original lease, are included in the assignment agreement with LMUSD.

As part of the lease requirements, the LMUSD utilizes the community center for recreation programs. Historically, the District and the San Luis Obispo County Local Agency Formation Commission (LAFCo) have considered the District's recreation powers to be "latent" or dormant. Since latent powers can be subject to LAFCo approval before implementing, the Board may wish to have the Board President correspond with LAFCo on the point that the District's recreation powers are not dormant but, are in fact, active and being implemented through a lease agreement with LMUSD. As shown in the following language of Section 23, the District may also utilize the facilities.



23. Lessor's Reservations

Lessee shall make the recreational improvements available to the Oceano Community Services District at a reasonable time and subject to reasonable rules and regulations during such time when it is not otherwise in use for a bonafied community recreational activity. The Oceano Community Service District shall not be required to pay any fees or charges for the use of the premises up to a maximum of 120 hours per year (10 hours per month). If the Oceano Community Service District's use of the recreational improvements exceeds 120 hours per any calendar year, the Oceano Community Service District shall reimburse Lessee for the pro rata actual costs of operating the recreational improvements used by the District based upon the amount of hours of Oceano Community Service District use in excess of 120 hours compared to the total hours the recreational improvements are in use.

Other Agency Involvement

The County of San Luis Obispo provided significant grant funds for the construction of the Community Center. A California Wildlife, Coastal, and Parkland Conservation Act grant was also provided and associated conditions require that the facilities are utilized for recreation.

Financial Considerations

n/a

Results

Reviewing and discussing the lease agreement for the Community Center and the District's ability to utilize the facilities promotes a well governed community.

Attachment: See Agenda Addendum - Contract Assignment, Transfer, and Consent agreement with related lease documents.



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: September 26, 2018

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item #9(C):** Introduction of the District's draft Standard Construction Contract and the draft General Conditions for Board discussion and approval at a subsequent meeting - informal bids.

Recommendation

It is recommended that your Board review and discuss the District's draft Standard Construction Contract and the draft General Conditions for Board discussion and approval at a subsequent meeting - informal bids

Discussion

The District's draft construction contract and general conditions are introduced at this time for discussion and review. No formal action to approve the draft construction documents although the Board may provide direction on edits for approval at a subsequent meeting. Introducing the documents for subsequent approval provides time for initial consideration at this time, and additional consideration prior to final approval.

The draft construction contract and general conditions are developed in anticipation of the District's upcoming work on implementing its capital improvement program. The District is currently preparing a water system evaluation through consulting services paid by state grant revenues. Later in the fiscal year, staff will be developing a request for proposals for similar efforts on the wastewater collection system. Once completed, the documents will also be utilized for bidding the emergency generator project.

The draft documents are included in the agenda addendum due to their size. The construction contract and general conditions represent project templates and are relatively unchanged regardless of the project - for those projects bid "informally" pursuant to the public contracts code. Currently, the informal bid limits are \$175,000 but will increase to \$200,000 on January 1, 2019 as a result of recommendations from the California Uniform Construction Cost Accounting Commission and



legislation recently signed by the governor. Projects that are formally bid will include similar documents but with changes that primarily involve alternative dispute resolution. The draft documents provide for binding arbitration based on the relatively low value of the projects. For more costly projects, staff and legal counsel do not recommend binding arbitration.

In addition to the construction contract, the following documents are referenced as "contract documents:"

Exhibit A – Notice Inviting Bids.

Exhibit B – Contractor's Bid.

Exhibit C – General Conditions.

Exhibit D – Special Provisions and/or Technical Specifications.

Exhibit E – Payment and Performance Bonds.

Exhibit F – Insurance Requirements.

Exhibit G – Additional Contract Requirements (if applicable).

During the staff presentation, an overview of the construction contract and general conditions will be provided. The purposes for the other exhibits will also be discussed and those documents will be submitted to the Board as they are developed over the course of the next couple Board meetings.

Other Agency Involvement

State and Federal statutory requirements, and those that may be associated with grants, are included in contract documents to help ensure contractor compliance with those requirements.

Financial Considerations

The financial considerations for construction projects are provided when the individual projects are presented to the Board for approval.

Results

Developing standard construction documents promotes administrative efficiencies and a fiscally sound community.

Attachments: See agenda addendum - Draft Construction Contract and Draft General Conditions



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: September 26, 2018

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item #9(D):** Update on the Five Cities Fire Authority Joint Powers of Authority Agreement and the County/Cal Fire Strategic Plan efforts, and to provide direction as deemed appropriate.

Recommendation

It is recommended that your Board review and discuss an update on the Five Cities Fire Authority Joint Powers of Authority Agreement and the County/Cal Fire Strategic Plan efforts, and to provide direction as deemed appropriate.

Discussion

Discussions are ongoing with the city managers for Arroyo Grande and Grover Beach regarding potential amendments to the 2010 Five Cities Fire Authority Joint Powers of Authority Agreement. In addition, on September 20, 2018 a meeting was held with County staff and consultants regarding the development of the special districts component of the County / Cal Fire Strategic Plan.

The attached documents will be utilized in the discussions.

Exhibit "A"	Incident Density Map	County
Exhibit "B"	Response times from Cal Fire Station 22 (Nipomo)	County
Exhibit "C"	Response times from nearby stations except Oceano Station	County
Exhibit "D"	Response times from Oceano station	County
Exhibit "E"	Response times from Cal Fire Station 64 (Pismo)	County
Exhibit "F"	Tax Zones in Oceano	County
Exhibit "G"	FCFA Funding and Cost Comparisons	FCFA

Other Agency Involvement

The County of San Luis Obispo, CalFire, the City of Grover Beach and the City of Arroyo Grande.



Oceano Community Services District

Board of Directors Meeting

Financial Considerations

To be determined.

Results

To be determined.



Incident Density: Oceano CSD

● Other Fire Production
 ● Other District Fire Production
 — Highways
 — District Boundary
 Call Density
 Density
 Station

Incident Density: Oceano CSD

1:5,000



Response Times: Oceano Surrounding Station Response



- Other Fire Protection
 - Special District Fire Protection
 - CAL FIRE/County Fire Stations
 - Roads
 - Districts
 - County Boundary
- Response Times**
- 0-7 Minutes
 - 7-8 Minutes
 - 8-15 Minutes

Response Times: Oceano Surrounding Station Response

Stations Included in Analysis: CAL FIRE Station 22





Fire Cities Fire Authority (Grover Beach) ②

Fire Cities Fire Authority (Arroyo Grande/Headquarters) ①

Fire Cities Fire Authority (Oceano) ③

Response Times: Oceano Surrounding Station Response



- Other Fire Protection
- Special District Fire Protection
- CAL FIRE/County Fire Stations
- Roads
- Districts
- County Boundary
- Response Times**
- 0-7 Minutes
- 7-8 Minutes
- 8-15 Minutes

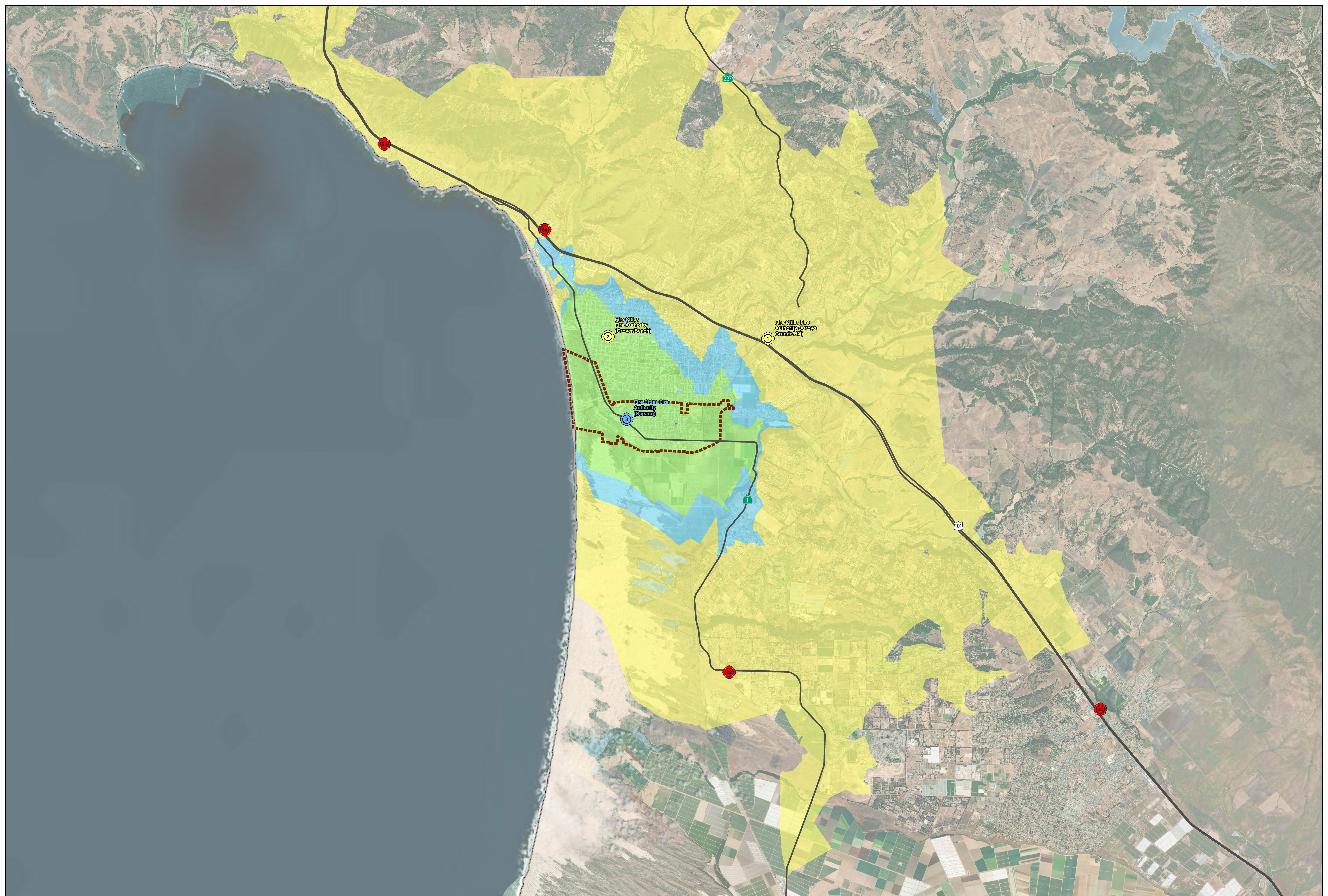
Response Times: Oceano Surrounding Station Response

Stations Included in Analysis: CAL FIRE Station 22, CAL FIRE Station 64 Five Cities Fire Authority Station 2 (Grover), Five Cities Fire Authority Station 1 (Arroyo Grande/Headquarters)

1:26,855



7/24/2018 1:47:47 PM
 MDS: NAD 83
 Attachment



Response Times: Oceano CSD Station Response



- Other Fire Protection
 - Special District Fire Protection
 - CAL FIRE/County Fire Stations
 - Roads
 - Districts
 - County Boundary
- Response Times**
- 0-7 Minutes
 - 7-8 Minutes
 - 8-15 Minutes

Response Times: Oceano CSD Station Response

Stations Included in Analysis: Five Cities Fire Authority Station 3 (Oceano)

1:26,855



7/24/2018 4:49:26 PM
NAD 83



Response Times: Oceano Surrounding Station Response

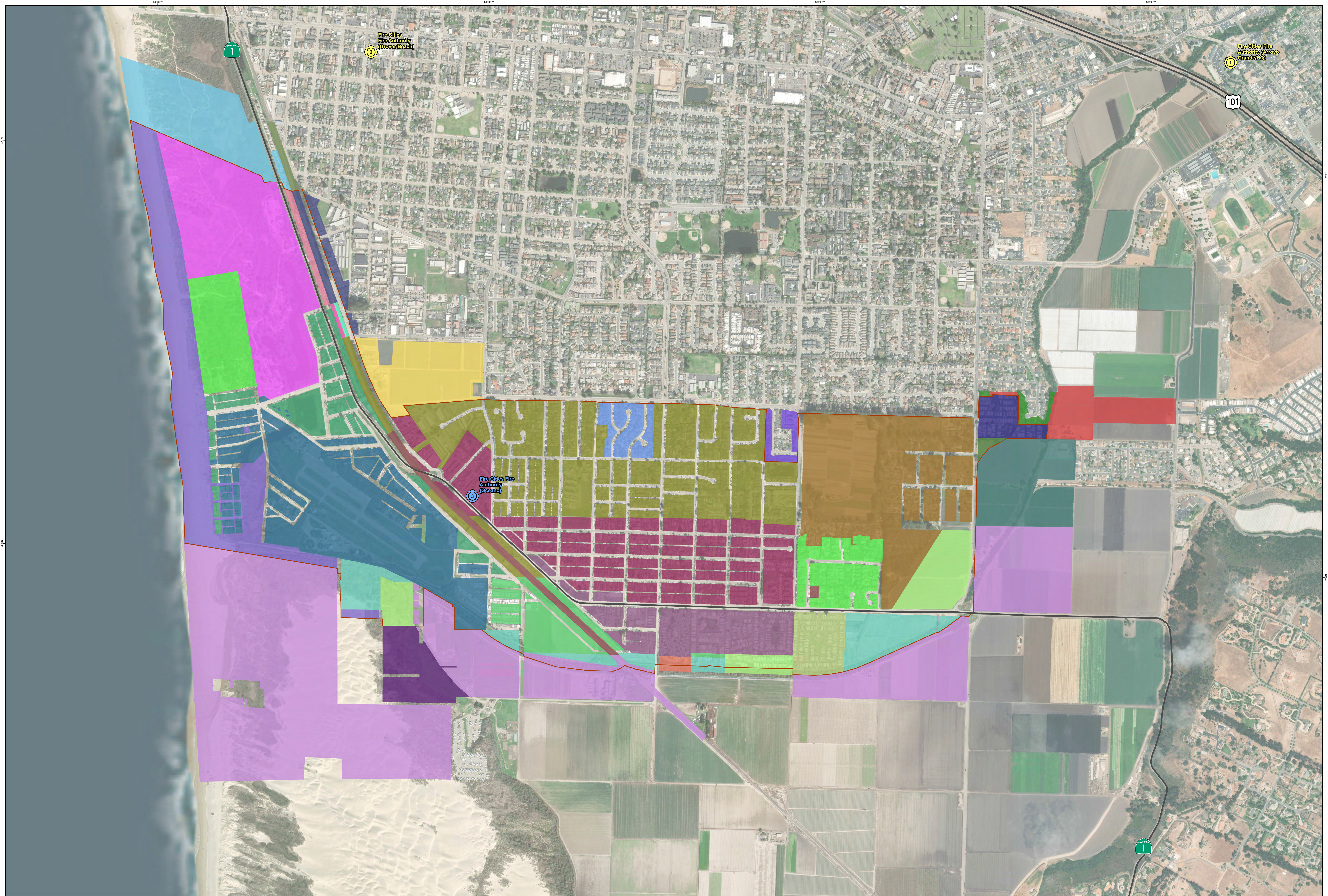


- Other Fire Protection
 - Special District Fire Protection
 - CAL FIRE/County Fire Stations
 - Roads
 - Districts
 - County Boundary
- Response Times**
- 0-7 Minutes
 - 7-8 Minutes
 - 8-15 Minutes

Response Times: Oceano Surrounding Station Response

Stations Included in Analysis: CAL FIRE Station 64





**Tax Rate Area:
Oceano CSD**

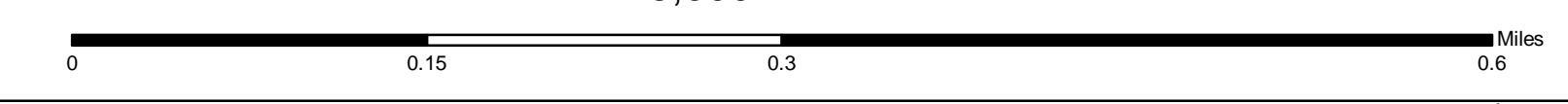


- Other Fire Protection
- Special District Fire Protection
- Roads

Tax Rate Area	
005005	052006
NA	052008
001000	052009
001009	052010
005000	052011
005002	052012
052004	052013
052006	052014
052008	052015
052009	052016
052010	052017
052011	052018
052012	052019
052013	052020
052014	052021
052015	052022
052016	052023
052017	052024
052018	052025
052019	052026
052020	052027
052021	052028
052022	052029
052023	052030
052024	052031
052025	052032
052026	052033
052027	052034
052028	052035
052029	052036
052030	052037
052031	052038
052032	052039
052033	052040
052034	052041
052035	052042
052036	052043
052037	052044
052038	052045
052039	052046
052040	052047
052041	052048
052042	052049
052043	052050
052044	052051
052045	052052
052046	052053
052047	052054
052048	052055
052049	052056
052050	052057
052051	052058
052052	052059
052053	052060
052054	052061
052055	052062
052056	052063
052057	052064
052058	052065
052059	052066
052060	052067
052061	052068
052062	052069
052063	052070
052064	052071
052065	052072
052066	052073
052067	052074
052068	052075
052069	052076
052070	052077
052071	052078
052072	052079
052073	052080
052074	052081
052075	052082
052076	052083
052077	052084
052078	052085
052079	052086
052080	052087
052081	052088
052082	052089

Tax Rate Area: Oceano CSD

1:5,000



Five Cities Fire Authority Funding & Cost Comparisons

	<u>2015/2016</u>	<u>2016/2017</u>	<u>2017/2018</u>	<u>2018/2019</u>	<u>Other</u>
<u>Population</u>					
Arroyo Grande	17,334	17,428	17,731	17,736	
Grover Beach	13,153	13,144	13,397	13,438	
Oceano	<u>7,286</u>	<u>7,286</u>	<u>7,286</u>	<u>7,286</u>	
	37,773	37,858	38,414	38,460	
<u>Assessed Valuation / LOSS POTENTIAL</u>					
Arroyo Grande	\$2,441,687,041	\$2,581,058,076	\$2,707,856,604	\$2,841,199,531	
Grover Beach	\$1,345,531,552	\$1,429,286,533	\$1,507,554,753	\$1,590,058,180	
Oceano	<u>\$544,982,804</u>	<u>\$576,570,636</u>	<u>\$609,604,595</u>	<u>\$633,250,999</u>	
	\$4,332,201,397	\$4,586,915,245	\$4,825,015,952	\$5,064,508,710	
<u>Staffing</u>					
Arroyo Grande	3	3	3	3	
Grover Beach	3	3	3	3	
Oceano	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	
	8	8	8	8	
<u>Calls for Service</u>					
Arroyo Grande	1,564	1,710	1,815	1,987	
Grover Beach	907	1,066	1,159	1,198	
Oceano	<u>573</u>	<u>535</u>	<u>523</u>	<u>583</u>	
	3,044	3,311	3,497	3,768	
<u>Funding Allocation</u>					
Arroyo Grande	48%	48%	47%	47%	
Grover Beach	33%	33%	34%	34%	
Oceano	19%	19%	19%	19%	

Five Cities Fire Authority Funding & Cost Comparisons

	<u>2015/2016</u>	<u>2016/2017</u>	<u>2017/2018</u>	<u>2018/2019</u>	<u>Other</u>	
<u>Funding Amount</u>						
Arroyo Grande	\$1,846,134	\$1,981,217	\$2,062,347	\$2,523,661		
Grover Beach	\$1,284,929	\$1,401,418	\$1,491,753	\$1,798,108		
Oceano	<u>\$754,337</u>	<u>\$779,965</u>	<u>\$808,530</u>	<u>\$987,362</u>		
	\$3,885,400	\$4,162,600	\$4,362,630	\$5,309,131		
<u>Calls per Capita</u>						
Arroyo Grande	0.09	0.10	0.10	0.11		
Grover Beach	0.07	0.08	0.09	0.09		
Oceano	0.08	0.07	0.07	0.08		
<u>Cost per Capita</u>						
Arroyo Grande	\$106.50	\$113.68	\$116.31	\$142.29		
Grover Beach	\$97.69	\$106.62	\$111.35	\$133.81		
Oceano	\$103.53	\$107.05	\$110.97	\$135.51		
Total	\$102.86	\$109.95	\$113.57	\$138.04		
<u>Comparison Information</u>						
	<u>Budget</u>	<u>Fire Stations</u>	<u>Population</u>	<u>Cost per Capita</u>	<u>General Fund</u>	<u>% GF</u>
Five Cities Fire Authority (18/19)	\$5,309,131	3	38,460	\$138.04	\$33,089,204	16.0%
Atascadero (18/19)	\$4,210,300	2	30,418	\$138.41	\$21,044,760	20.0%
Paso Robles (18/19)	\$6,211,500	2	31,918	\$194.61	\$45,869,170	13.5%
Los Osos CSD (17/18)	\$2,848,000	1	14,276	\$199.50	\$6,456,381	44.1%
Morro Bay (17/18)	\$2,489,902	1	10,635	\$234.12	\$13,628,778	18.3%
San Luis Obispo (18/19)	\$12,763,588	4	45,473	\$280.68	\$63,370,584	20.1%
Pismo Beach (18/19)	\$2,917,381	2	8,237	\$354.18	\$23,180,695	12.6%
Cambria CSD (18/19)	\$2,270,505	1	6,032	\$376.41	\$4,915,232	46.2%
Arroyo Grande (18/19)					\$20,731,300	12.2%
Grover Beach (18/19)					\$11,400,250	15.8%
Oceano (18/19)					<u>\$957,654</u>	103.1%
					\$33,089,204	